

Financial Data Warehouse

**State Controller's Office and
Technology Management Unit**

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4/6/2006

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(No additional notes on this page.)

Introduction

Purpose of the FDW:

- **To provide timely COFRS financial data.**
- **To provide users with custom reports and reports which can be converted to a spreadsheet for additional data manipulation.**

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The Financial Data Warehouse is an internet-based reporting tool which allows users to pull data on a daily basis.

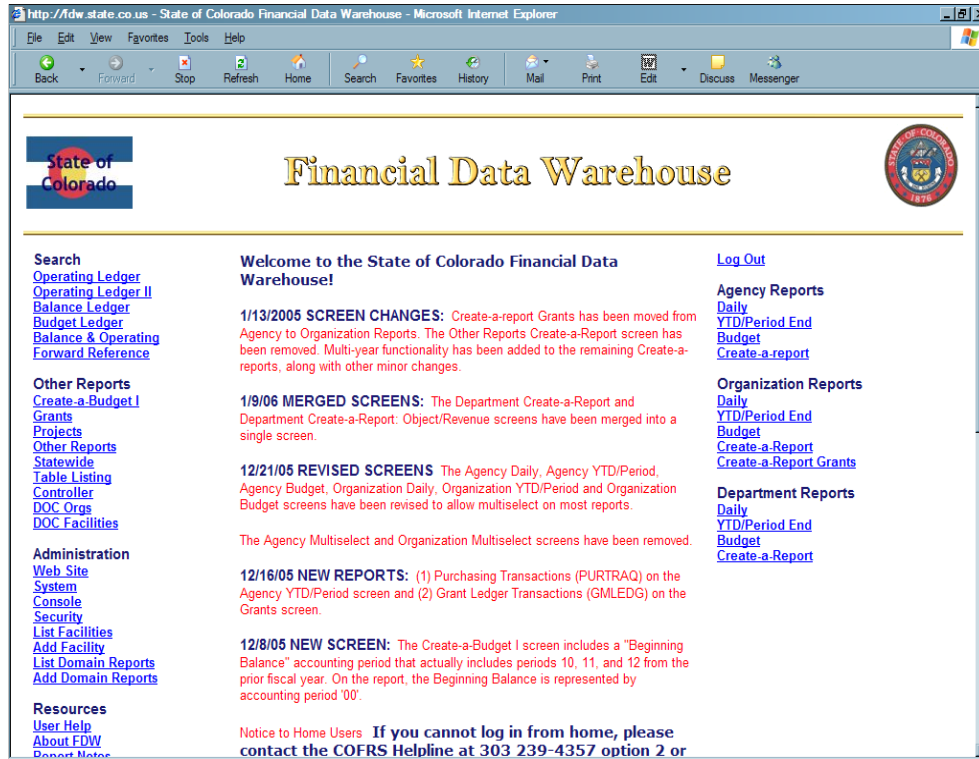
It is updated with each nightly COFRS cycle.

The screenshot shows a web browser window titled "Sign in to the Financial Data Warehouse - Microsoft Internet Explorer". The page has a yellow border and a title "State of Colorado Financial Data Warehouse" in a stylized font. Below the title, it says "Please log in!". A message states: "If you are locked out, please include your telephone number and user ID when you e-mail cofrs.csg@state.co.us." A warning follows: "Access and use of this secure web site is restricted to authorized State of Colorado users only. Unauthorized use is strictly prohibited." There are two input fields: "User ID:" and "Password:". Below these is a "Sign In" button. At the bottom, a note says: "(For questions regarding this system, please contact the System Administrator.)" with a link to cofrs.csg@state.co.us.

After filling out an access form, you will be given a password. Sign in using your GGCC/Top Secret ID or the ID you were assigned.

If you are unsuccessful 3 times, your ID will be suspended.

If your ID is suspended or if you have any questions about the FDW, click on the cofrs.csg link to send an e-mail message.



As you can see from the page, the Data Warehouse has sections for Search screens, Other Reports, Resources, and Standardized Agency, Organization, and Department reports.

This screen will show all link groups you currently have access to. For example, if you do not have Statewide access, the Statewide link will not show up.

Standardized Reports

(Available on the right-hand side of the Front Page)

- **Available for Agency, Organization, and Department.**
- **Most reports have drill-down capabilities to the transaction level.**

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Standardized reports are listed on the right-hand side of the front page. They are broken into three major groups—Agency, Organization or Department.

You may pull either Daily reports (activity by day), Period/YTD reports (either year-to-date reports or by period) or Budget reports (comparing budget to actual expenditures or appropriations). Multiselect reports are also available, allowing you to pull more than one agency, organization, or other fields.

Examples of these reports are on the following pages.

Agency YTD/Period End:

Most reports (other than Daily reports, Budget reports and Create A Report) can be run on a monthly, period-end date, year-to-date, or period-end/YTD across months.

If you choose One Month reports, you need to specify the accounting period you wish to see.

If you choose As of Period or As of Period by Month reports, you need to specify the ending accounting period.

If you choose Year-to-Date or Year-to-Date by Month reports, it will pull all activity through the previous night's activity.

The reports can be run for a specific agency code, or for multiple agency codes by highlighting a single agency or a range of agencies.

If you are pulling multiple agencies, the Merge Agencies box will give you the result as a summary, not by individual agencies. If you would like to see the drill-downs for multiple agencies, uncheck this box.

The default report format is HTML, where you see the report in the internet browser. The other available formats are EXCEL 2000, EXCEL, and PDF.

A description of these report formats are as follows:

HTML - (report on the screen). You may also click on the amounts (in blue) to drill down to the transaction level.

http://fdw.state.co.us - FOCUS Report - Microsoft Internet Explorer

File Edit View Favorites Tools Help

STATE OF COLORADO FINANCIAL DATA WAREHOUSE
Expenditures (Type 22 and 24) for Agency:
For Fiscal Year 2006 through Period: 01

Page 1 - Report ID: EXPAQ - Run Date: 08/30/05

Fund	Appr	Appropriation Name	Object	Object Name	Type	Amount
100	001	PERSONAL SERVICES	1110	SPS REGULAR FT WAGES	22	\$208,965.90
			1111	SPS REGULAR PT WAGES	22	\$4,912.00
			1340	EMPLOYEE CASH INCENTIVE AWARDS	22	\$50.00
			1510	SPS DENTAL INSURANCE	22	\$503.03
			1511	SPS HEALTH INSURANCE	22	\$6,783.82
			1512	SPS LIFE INSURANCE	22	\$178.30
			1513	SPS DISABILITY	22	\$311.47
			1520	SPS FICA-MEDICARE CONTRIBUTION	22	\$2,492.08
			1522	SPS PERA	22	\$20,974.33
			1530	SPS OTHER EMPLOYEE BENEFITS	22	\$4,184.00
			1920	PERSONAL SVCS - PROFESSIONAL	22	\$680.00
*TOTAL APPR 001						\$248,014.93
100		OPERATING EXPENSE	2170	WASTE DISPOSAL SERVICES	22	\$1,130.88
			2513	IN-STATE PERS VEHICLE REIMBSMT	22	\$47.04
			2630	COMM SVCS FROM DIV OF TELECOM	22	\$2,122.50
			2680	PRINTING/REPRODUCTION SERVICES	22	\$771.80
			3121	OFFICE SUPPLIES	22	\$490.90
			3123	POSTAGE	22	\$1,391.51
			3124	PRINTING/COPY SUPPLIES	22	\$298.00
			3132	NONCAP OFFICE FURN/OFFICE SYST	22	\$865.00
			3140	NONCAPITALIZED IT - PCS	22	\$2,185.28
			3142	TRAVEL AND TRAVEL SERVICES	22	\$5,588.00

This is an example of an HTML report. The data cannot be manipulated in this format.

In these and all reports on the Financial Data Warehouse, you may click on the blue underlined (hyperlink) fields to see the transaction detail for the amounts (see next screen).

Benefits of HTML format:

1. The data is in a final report format. It includes the header, with report name, and time periods of the report.
2. The data cannot be manipulated in this format, which may be useful if needed (also could be a drawback of this report format, see below).
3. In most cases, the reports have drill-down capabilities to get to the detailed transactions.

Drawbacks of HTML format:

1. The data cannot be manipulated. Therefore, any report you run will have all data included (it will pull every fund, for example, even if you only need to see fund 100).

http://fdw.state.co.us - FOCUS Report - Microsoft Internet Explorer

File Edit View Favorites Tools Help

STATE OF COLORADO FINANCIAL DATA WAREHOUSE
Expenditure Transactions for Type: 22 for Agency: Fund: 100, Appropriation: 100
And Object: 2680 for Fiscal Year: 2006 through Period: 01
[EXCEL](#)

Page 1 - Report ID: EXPAQ1 - Run Date: 08/30/05

Org	Obj	Object Name	Sub Obj	Type	Acceptance Date	Trans ID	Ln	Vendor	Amount	Description	Grant	GBL	Prog	Proj	Func	Rpt Cat	Ref Trans
1000	2680	PRINTING/REPRODUCTION SERVICES		22	20050801	CR-0600000000		STATE OF COLORADO	(\$274.00)	-O-S WAR REPORT COPIES							
					20050803	IT-AEA-373	01		\$26.77	-Q220200000 FAST01							
					20050808	IT-AEA-142	01		\$199.75	-C220200003							
						IT-AEA-142	01		\$34.22	-C354040000							
						IT-YYY-06000	01		\$15.00	-JUL ID CARDS							
					20050809	IT-AEA-025	01		\$71.34	-P220200000 CPPS07							
						IT-AEA-025	01		\$87.58	-P220200000 CPPS08							
						IT-AEA-018	01		\$471.25	-A220200000 26295							
2000	2680	PRINTING/REPRODUCTION SERVICES		22	20050808	IT-AEA-142	01		\$94.80	-C2206000024							
					20050809	IT-AEA-018	01		\$65.09	-A220600000 26278							
TOTAL									\$771.80								

This report shows the detail of one amount on the previous report.

On drill-down reports, if you would like to use the data in Excel for manipulating or sorting the data, you may click on the blue underlined (hyperlink) EXCEL in the header of the report.

The next screen will show the EXCEL format.

A1	B	C	D	E	F	G	H	I	J	K
1	2	3	4	5	6	7	8	9	10	11
Obj	Obj	Name	Obj	Type	Date	ID	Ln	Vendor	Amount	Description
1000	2680	PRINTING/REPRODUCTION SERVICES	22	20050801	CR-	-06000000		STATE OF COLORADO	(\$274.00)	-O-S WAR REPORT COPIES
1000	2680	PRINTING/REPRODUCTION SERVICES	22	20050803	IT-AEA-	373	01		\$26.77	-Q220200000 FAST01
1000	2680	PRINTING/REPRODUCTION SERVICES	22	20050808	IT-AEA-	142	01		\$199.75	-C220200003
1000	2680	PRINTING/REPRODUCTION SERVICES	22	20050808	IT-AEA-	142	01		\$34.22	-C394040000
1000	2680	PRINTING/REPRODUCTION SERVICES	22	20050808	IT-YYY-	06000	01		\$15.00	-JUL ID CARDS
1000	2680	PRINTING/REPRODUCTION SERVICES	22	20050809	IT-AEA-	025	01		\$71.34	-P220200000 CPFS07
1000	2680	PRINTING/REPRODUCTION SERVICES	22	20050809	IT-AEA-	025	01		\$67.58	-P220200000 CPFS08
1000	2680	PRINTING/REPRODUCTION SERVICES	22	20050809	IT-AEA-	018	01		\$471.25	-A220200000 26265
2000	2680	PRINTING/REPRODUCTION SERVICES	22	20050808	IT-AEA-	142	01		\$94.80	-C220600024
2000	2680	PRINTING/REPRODUCTION SERVICES	22	20050809	IT-AEA-	018	01		\$65.09	-A220600000 26278

In the EXCEL format, you may sort the data by any field you choose.

To use EXCEL toolbars, click on View, Toolbars, and then Standard, Formatting, or other toolbars you would like to use.

When you are done manipulating the data, save the file by clicking on File, Save As, and naming your report.

Benefits of using EXCEL format:

1. You are able to easily manipulate data to get the information you need. You may delete any lines that are not useful to you, and you can add subtotals, shading, etc. to your report. You may also create pivot tables and graphs using this format.

Drawbacks of using EXCEL format:

1. The data is not in a report format. There are no subtotals or totals, the report name is not showing on EXCEL reports, and the time frame of the report is also not included on the EXCEL report. You can manually add this information if needed.

2. When pulling data from the main screen in EXCEL format, hyperlinks are not available to get to the detailed transactions.

To exit this screen, click on the Back button on the browser toolbar. If you are not able to leave the spreadsheet, click on the arrow NEXT TO the Back button and click on the report page (such as, Daily Agency Reports). This will take you back to the front page of the report.

Standardized Period/YTD Reports

- **Balance Sheet reports (account types 01, 02, 03, 23)**
- **Expenditure reports (account types 22 and 24)**
- **Revenue reports (account type 31)**

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Account Types on the reports:

Balance Sheet reports (Types 01, 02, 03, 23)

Expenditure reports (Types 22 and 24)

Revenue reports (Type 31)

FOCUS Report - Microsoft Internet Explorer

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STATE OF COLORADO FINANCIAL DATA WAREHOUSE
Expenditures (Type 22 and 24) for Agency:
For Fiscal Year 2004 for Period: 05

Page 1 ----- Report ID: EXPAQ ----- Run Date: 11/18/03

Fund	Appr	Appropriation Name	Object	Object Name	Type	Amount
100	100	OPERATING EXPENSE	2513	IN-STATE PERS VEHICLE REIMBSMT	22	(\$12.88)
			2515	STATE-OWNED VEHICLE CHARGE	22	\$102.00
			2531	OS COMMON CARRIER FARES	22	(\$1,253.00)
			2532	OS PERSONAL TRAVEL PER DIEM	22	(\$85.00)
			2680	PRINTING/REPRODUCTION SERVICES	22	(\$60.00)
*TOTAL APPR 100						(\$1,314.88)
	302	LEASED SPACE	2255	RENTAL OF BUILDINGS	22	\$5,917.71
	330	STATE BUILDINGS & REAL ESTATE	3121	OFFICE SUPPLIES	22	\$32.12
*TOTAL FUND 100						\$4,634.96
	103	COLLECTIONS OPER EXPENSE	2631	COMM SVCS FROM OUTSIDE SOURCES	22	\$260.00
	201	INDIRECT COST	E2AA	IC EX DPA INTERNAL	22	\$6,689.00
	302	LEASED SPACE	2255	RENTAL OF BUILDINGS	22	\$4,246.50
*TOTAL FUND						\$11,195.50
TOTAL						\$15,830.46

Done Internet

This is another example of HTML format. The next two screens will show the same report using EXCEL 2000 and PDF formats.

http://fdw.state.co.us/cgi-bin/ibi/cgi/ibiweb.exe?PG_REQTYPE=REDIRECT&PG_Func=GETBINARY&PG_File=Microsoft Int...

File Edit View Insert Format Tools Data Go To Favorites Help

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A1 STATE OF COLORADO FINANCIAL DATA WAREHOUSE

STATE OF COLORADO FINANCIAL DATA WAREHOUSE

Expenditures (Type 22 and 24) for Agency:

For Fiscal Year 2004 for Period: 05

Page 1 ----- Report ID: EXPAQ ----- Run Date: 11/18/03

Fund	Appr	Appropriation Name	Object	Object Name	Type	Amount
100	100	- OPERATING EXPENSE	2513	IN-STATE PERS VEHICLE REIMBSMT	22	-\$12.88
			2515	STATE-OWNED VEHICLE CHARGE	22	\$102.00
			2531	OS COMMON CARRIER FARES	22	-\$1,259.00
			2532	OS PERSONAL TRAVEL PER DIEM	22	-\$85.00
			2680	PRINTING/REPRODUCTION SERVICES	22	-\$60.00
		*TOTAL APPR 100				-\$1,314.88
	302	LEASED SPACE	2255	RENTAL OF BUILDINGS	22	\$5,917.71
		STATE BUILDINGS & REAL ESTATE	3121	OFFICE SUPPLIES	22	\$32.13
		*TOTAL FUND 100				\$4,634.96
	103	COLLECTIONS OPER EXPENSE	2631	COMM SVCS FROM OUTSIDE SOURCES	22	\$260.00
	201	INDIRECT COST	EZAA	IC EX DPA INTERNAL	22	\$6,689.00
	302	LEASED SPACE	2255	RENTAL OF BUILDINGS	22	\$4,246.50
		*TOTAL FUND				\$11,195.50
		TOTAL				\$15,830.46

Sheet1

UnknownZone

As you can see from this report, it is in Excel 2000 format, with headers, report name, subtotals, and totals. You are able to delete any lines that are not applicable to your needs.

Benefits of EXCEL 2000 format:

1. The reports are in Excel format, with headers, report name, subtotals and totals in the report.
2. You are able to click on a blue hyperlink to drill down to the transaction level.
3. You are able to delete any lines that are not applicable to your needs. (See Drawback #1)

Drawbacks of EXCEL 2000 format:

1. If you make changes to any lines, you will need to add formulas to the subtotal and total lines.

Currently, the subtotals and totals are numbers, not formulas and do not change when lines are changed.

2. Data cannot be easily sorted, since repeated sort information is listed only once (Fund 100, in this example).

http://fdw.state.co.us/cgi-bin/ibi_cgi/ibiweb.exe?PG_REQTYPE=REDIRECT&PG_Func=GETBINARY&PG_File= Microsoft Int...

File Edit View Favorites Tools Help

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Bookmarks Thumbnails

STATE OF COLORADO FINANCIAL DATA WAREHOUSE
Expenditures (Type 22 and 24) for Agency:
For Fiscal Year 2004 for Period: 05

Page ----- Report ID: EXPAQ ----- Run Date: 11/18/03

Fund	Appr	Page Appropriation Name	Object	Object Name	Type	Amount
100	100	DFP - OPERATING EXPENSE	2513	IN-STATE PERS VEHICLE REIMBSMT	22	(\$12.88)
			2515	STATE-OWNED VEHICLE CHARGE	22	\$102.00
			2531	OS COMMON CARRIER FARES	22	(\$1,250.00)
			2532	OS PERSONAL TRAVEL PER DIEM	22	(\$85.00)
			2680	PRINTING/REPRODUCTION SERVICES	22	(\$50.00)
*TOTAL APPR 100						(\$1,314.88)
	302	LEASED SPACE	2255	RENTAL OF BUILDINGS	22	\$5,917.71
	330	STATE BUILDINGS & REAL ESTATE	3121	OFFICE SUPPLIES	22	\$32.13
*TOTAL FUND 100						\$4,634.96
	103	COLLECTIONS OPER EXPENSE	2631	COMM SVCS FROM OUTSIDE SOURCES	22	\$260.00
	201	INDIRECT COST	EZAA	IC EX DPA INTERNAL	22	\$8,630.00
	302	LEASED SPACE	2255	RENTAL OF BUILDINGS	22	\$4,245.50
*TOTAL FUND						\$11,195.50
TOTAL						\$15,830.46

1 of 1 11 x 8.5 in Done Internet

This is a report in PDF format.

Benefits of PDF format:

1. Data cannot be modified (also a drawback).
2. Drill-downs to detailed transactions are available.
3. Able to pull the reports in Portrait, Landscape or Legal size for printing.

Drawbacks of PDF format:

1. Data cannot be modified.

Sort Columns

Sort Field	Sub-totals	Show Name
1 None	<input type="checkbox"/>	<input type="checkbox"/>
2 None	<input type="checkbox"/>	<input type="checkbox"/>
3 None	<input type="checkbox"/>	<input type="checkbox"/>
4 None	<input type="checkbox"/>	<input type="checkbox"/>
5 None	<input type="checkbox"/>	<input type="checkbox"/>
6 None	<input type="checkbox"/>	<input type="checkbox"/>
7 None	<input type="checkbox"/>	<input type="checkbox"/>
8 None	<input type="checkbox"/>	<input type="checkbox"/>

Agency: 998, 999, AA0, AA1, AA2, AA3, AA4, AA5

Fund: ALL, 100, 101, 102, 103, 104, 105, 106

Appr: ALL, 000, 001, 002, 003, 004, 005, 006

Object: ALL, NONE, 1110, 1111, 1120, 1121, 1130, 1131

FY: 2007, 2006, 2005, 2004

Across Columns:
☐ Months
☐ Years
☒ Neither

Accounting Period:
☒ Year-to-Date

Time Span:
☐ One Month
☒ Through Month

Report Format: HTML, EXCEL 2000, EXCEL, PDF PORTRAIT

Revenue: ALL, NONE, 1000, 1100, 1200, 1300, 1401, 1402

Account Type: 01 - Asset, 02 - Liability, 03 - Fund Balance

Notes:

- The fiscal year, agency, fund, appropriation, object, revenue source and account type fields are multi-select! Hold down the Shift (range) or Ctrl (individual entries) key to select multiple values in those fields.
- You can select up to 32 entries in a field. Please use the 'ALL' value if you receive an error or cannot run the report.
- Note the Across Columns and Time Spans radio buttons.

You may create your own agency reports using any combination of sort fields, such as:

Agency, Fund, Org, Appropriation, Long Bill Line Item, Object Code, Sub-Object Code. The data can be pulled in any order you would like.

Any items highlighted in red can have multiple selections, use shift or cntl.


Add subtotals or field names by clicking on the boxes next to the field you choose.

Data is YTD or for a single month, or as of period.


Information can be provided for one fiscal year, or for multiple fiscal years, using the CNTL or SHIFT keys. Also with Create-A-Report screens, you are unable to obtain drill-down information.

http://fdw.state.co.us - Create a Report: Grants - Microsoft Internet Explorer

File Edit View Favorites Tools Help



Create-a-Report: Grants



Sort Columns		
Sort Field	Sub-totals	Show Name
1 None	<input type="checkbox"/>	<input type="checkbox"/>
2 None	<input type="checkbox"/>	<input type="checkbox"/>
3 None	<input type="checkbox"/>	<input type="checkbox"/>
4 None	<input type="checkbox"/>	<input type="checkbox"/>
5 None	<input type="checkbox"/>	<input type="checkbox"/>
6 None	<input type="checkbox"/>	<input type="checkbox"/>
7 None	<input type="checkbox"/>	<input type="checkbox"/>
8 None	<input type="checkbox"/>	<input type="checkbox"/>

Agency:

- IHA
- IHH
- IHM
- IIA
- IIB
- IIC
- IJB
- IJC

Grant:

- ALL
- 90-02-2302
- /M03A/P-SIHC
- 00 CDBG MCH
- 00 CDBG-IMP
- 00 M/C LEASE
- 00-00873
- 0000032061

GBL:

- ALL
- 0
- 0000
- 0001
- 0002
- 0003
- 0004
- 0005

Fund:

- ALL
- 100
- 101
- 102
- 103
- 104

FY

- 2006
- 2005
- 2004
- 2003
- 2002
- 2001

Org:

- ALL
- NONE
- 0000
- 0001
- 0002
- 0003
- 0004
- 0005

Report Format:

- HTML
- EXCEL 2000
- EXCEL
- PDF PORTRAIT

Account Type:

- 01 - Asset
- 02 - Liability
- 03 - Fund Balance
- 18 - Memo Preencum
- 19 - Memo Encum
- 20 - Pre-encumbrance

Acct Prd:

Year-to-Date

☐ Across months

Closed Grants:

☐ Exclude

☒ Include

Notes:

- The agency, organization, grant, GBL, fund, account type and FY fields are multi-select! Hold down the Shift (range) or Ctrl (individual entries) key to select multiple values in those fields.
- You can select up to 64 entries in a field. Please use the 'ALL' value if you receive an error or cannot run the report.

[HOME](#)
[Submit Query](#)
[HELP](#)

Similar to the Agency Create A Report screen, but you can pull specific grants, GBL's, Funds, Orgs, Account Types and Fiscal Years.

The data defaults to year-to-date; you may also pull the data for a specific accounting period.

Multiselect is available on most fields.


As with other Create a Report reports, no drill-down capability is available.

http://fdw.state.co.us - Department Budget Reports - Microsoft Internet Explorer

File Edit View Favorites Tools Help



Department Budget Reports



Report:

Budget Status by Agency, Fund & Appr. (BDADB)
Budget Status by Appr. (BUDADB)
Budget Status by Fund & Appr. (BUddb)
Budget Status by Fund & LB Group Accum. (APPIDB)
Budget Status by LBLI (APPILDB)
Expense Budget by Department (EXPBDB)

*See [Report Notes](#) for notes.

Dept:

J - Human Services
J - Judicial
K - Labor & Employment
L - Law
M - Legislature
N - Local Affairs

Fiscal Year:

2006
2005
2004

Report Format:

HTML
EXCEL 2000
EXCEL
PDF PORTRAIT

[HOME](#)[Submit Query](#)[HELP](#)

Select a budget report for entire Department. Also available in Agency and Org sections of the standardized reports.

These reports are YTD for the FY you choose.

Budget Status by Fund and Appr

Standardized Budget Reports

(Available on the right-hand side of the Front Page)

- **Budget status reports include columns for spending authority, encumbered amounts and expended amounts.**
- **Reports also show percentages spent and committed for the Fiscal Year selected.**

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(No additional notes on this page.)

Search Screens

(Available on the upper-left hand side of the Front Page)

- **Operating Ledger**
- **Operating Ledger II**
- **Balance Ledger**
- **Budget Ledger**
- **Balance & Operating**
- **Forward Reference**

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The Document Search screens (links on the left-hand side of the main screen) allow you to pull COFRS documents.

See the next pages for examples of the Search Screens.

State of Colorado

Operating Ledger Search

Vendor Name:

Trans ID:

Agency:
 999
 AA0
 AA1

Dept:
 A - Personnel
 B - Agriculture
 C - Corrections

Fiscal Year:
 2004
 2003
 2002

Accounting Period:

Report Format:
 EXCEL 2000
 EXCEL

Object: From: To:

Revenue: From: To:

Account Type:
 18 - Memo Preencum
 19 - Memo Encum

Important Notes:

- Please enter some parameters for your search! If you search for all transactions in a fiscal year, the server will look up!
- Vendor Name: Enter a full or partial name IN ALL CAPS or leave blank.
- Trans ID: Enter a full or partial transaction ID IN ALL CAPS or leave blank. Enter the transaction code in the 1st box, the transaction agency in the 2nd box and the transaction number in the 3rd box.
- Agency/Dept: If the Department field is 'Ignore', the search applies to the Agency. If a Department is selected, the Agency is ignored.
- Object: Both the From and To fields must contain a value IN ALL CAPS or the literal 'NONE'. To search for a single code, enter the same value in both fields.
- Revenue: Both the From and To fields must contain a value IN ALL CAPS or the literal 'NONE'. To search for a single code, enter the same value in both fields.
- Account Type: Multi-select, hold down Shift or Ctrl key to select multiple types.

[HOME](#) [HELP](#)

The Operating Ledger screen allows you to pull transactions for encumbrances, expenditures and revenues.


If you want to see activity for a specific vendor, type in the vendor name EXACTLY as it appears in the vendor file. It must be in ALL CAPS. Or, if you know the transaction ID, it can be input under Trans ID. Again, it must be in ALL CAPS.

Since this screen has a lot of detail available (down to specific lines on the transaction), **you may not be able to pull all transactions for a fiscal year**. If you need to see all of this detail, please pull by each period (under Accounting Period) and combine using EXCEL 2000 or EXCEL report format. There are some safeguards built into these screens to minimize the risk of pulling too many lines.

http://fdw.state.co.us - Operating Search - Microsoft Internet Explorer

File Edit View Favorites Tools Help

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Operating Ledger Search II



Agency:

998
999
AA0
AA1

Fund:

ALL
100
101
102

Appr:

ALL
000
001
002

Account Type:

ALL
18 - Memo Preencum
19 - Memo Encum
20 - Pre-encumbrance
21 - Encumbrance

Fiscal Year:

2005
2004
2003
2002

Organization:

ALL
NONE
0000
0001
0002
0003

Program:

Program:

GBL:

Reporting Category:

Project:

Report Format:

HTML
EXCEL 2000
EXCEL

Accounting Period:

Year-to-Date

Important Notes:

- Please enter some parameters for your search! If you search for all transactions in a fiscal year, the server will look up!
- Agency, Fund, Appropriation, Organization and Account Type Fields: These fields are multi-select. Hold down Shift or Ctrl key to select multiple codes.
- Program, GBL, Reporting Category and Project Fields: These fields are optional. Enter the code to search for or leave blank to search for all values. Enter "NONE" to select only blank values.

[HOME](#)
[Submit Query](#)
[HELP](#)

The Operating Ledger Search II allows you to pull activity for specified criteria. Multiselect capabilities are available on the Agency, Fund, Appropriation, Account Type and Organization drop-down lists. You can also specify a specific program, GBL, reporting category or project to further limit your request.

State of Colorado

Balance Ledger Search

Vendor Name:

Agency:

Dept:

Fiscal Year:

Accounting Period:

Trans ID:

Report Format:

BS Account: From:
To:

Account Type:

Important Notes:

- Please enter some parameters for your search! If you search for all transactions in a fiscal year, the server will look up!
- Vendor Name: Enter a full or partial name IN ALL CAPS or leave blank.
- Trans ID: Enter a full or partial transaction ID IN ALL CAPS or leave blank. Enter the transaction code in the 1st box, the transaction agency in the 2nd box and the transaction number in the 3rd box.
- Agency/Dept: If the Department field is 'Ignore', the search applies to the Agency. If a Department is selected, the Agency is ignored.
- BS Account: Both the From and To fields must contain a value IN ALL CAPS or the literal 'NONE'. To search for a single account, enter the same value in both fields.
- Account Type: Multi-select; hold down Shift or Ctrl key to select multiple types.

[HOME](#) [HELP](#)

The Balance Ledger Search screen is used to pull assets, liabilities and fund balance transactions by vendor code or by transaction ID.


If you want to see balance sheet activity for a specific vendor, type in the vendor name EXACTLY as it appears in the vendor file. It must be in ALL CAPS. Or, if you know the transaction ID, it can be input under Trans ID. Again, it must be in ALL CAPS.

Since this screen has a lot of detail available (down to specific lines on the transaction), **please DO NOT attempt to pull all transactions for a fiscal year.** If you need to see all of this detail, please pull by each period (under Accounting Period) and combine using EXCEL 2000 or EXCEL report format. There are some safeguards built into these screens to minimize the risk of pulling too many lines.

http://fdw.state.co.us - Budget Search - Microsoft Internet Explorer


File Edit View Favorites Tools Help

Back Forward Stop Search Favorites



State of Colorado

Budget Search



Trans ID:

Agency:

998

999

AA0

AA1

Dept:

Ignore

A - Personnel

B - Agriculture

C - Corrections

FY:

2005

2004

2003

2002

BFY:

2005

2004

2003

2002

Accounting Period:

Year-to-Date

☐ FY ☒ BFY

Report Format:

HTML

EXCEL 2000

EXCEL

Org:

ALL

NONE

0000

0001

Fund:

ALL

100

101

102

Appr:

ALL

000

001

002

Account Type:

ALL

41 - Budgeted Obligations

42 - Appropriations

Important Notes:

- Please enter some parameters for your search!
- Trans ID: Enter a full or partial transaction ID IN ALL CAPS or leave blank. Enter the transaction code in the 1st box, the transaction agency in the 2nd box and the transaction number in the 3rd box.
- Agency/Dept: If the Department field is 'Ignore', the search applies to the Agency. If a Department is selected, the Agency is ignored.
- The agency, organization, fund, appropriation and account type fields are multi-select. Hold down the Shift or Ctrl key to select multiple values.

[HOME](#)

[Submit Query](#)

[HELP](#)

The Budget Ledger Search screen is used to pull budget transactions.

Items in **RED** can have multiple selections. Also, the information can be pulled by Fiscal Year or Budget Fiscal Year.

http://fdw.state.co.us - Transaction Search - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites

State of Colorado

General Ledger Search

Vendor Name:

Trans ID:

Report Format:
 HTML
 EXCEL 2000
 EXCEL

Agency:
 998
 999
 AA0
 AA1

Dept:
 Ignore
 A - Personnel
 B - Agriculture
 C - Corrections

Fiscal Year:
 2005
 2004
 2003
 2002

Accounting Period:
 Year-to-Date

Important Notes:

- Please enter some parameters for your search! If you search for all transactions in a fiscal year, the server will look up!
- Trans ID: Enter a full or partial transaction ID IN ALL CAPS or leave blank. Enter the transaction code in the 1st box, the transaction agency in the 2nd box and the transaction number in the 3rd box.
- Agency/Dept: If the Department field is 'Ignore', the search applies to the Agency. If a Department is selected, the Agency is ignored.

[HOME](#) [HELP](#)


The Balance and Operating Ledger Search (General Ledger) screen is used to pull balance sheet account lines and expenditure and revenue lines of a transaction.

This search provides a large amount of data returned. Please be careful when pulling data as Year-to-Date.


http://fdw.state.co.us - Balance Ledger Forward Reference Search - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites



Balance Ledger Forward Transaction Search



Trans ID:
PV ACA \$\$\$\$\$\$\$\$\$\$

Dept:
Ignore
A - Personnel
B - Agriculture
C - Corrections
D - Education
E - Governor's Office
F - Public Health

Agency:
AAA
AAB
AAC
AAD
AAE
ACA
ACB

Fiscal Year:
2005
2004
2003
2002
2001
2000

Report Format:
HTML
EXCEL 2000
EXCEL

[HOME](#)[Submit Query](#)[HELP](#)

The Forward Transaction Search allows you to put in a PV document and see what transactions occurred after the transaction you entered.

The Trans ID needs to be in ALL CAPS.

http://fdw.state.co.us - FOCUS Report - Microsoft Internet Explorer

File Edit View Favorites Tools Help

STATE OF COLORADO FINANCIAL DATA WAREHOUSE
Forward Reference Transactions for Agency:
For Transaction: PV 06 in Fiscal Year: 2006

Page 1 ----- Report ID: REFTR ----- Run Date: 12/08/05

Transaction ID	Next Transaction	Dept	Agy	Vendor Name	FY	Acctng Period	Acceptance Date	Amount	Show
PV- 06	EF-002- 000001	I		BANK ONE	2006	02	08/10/2005	\$494.77	==>
PV- 06	EF-002- 000001	I		BANK ONE	2006	02	08/10/2005	\$2,554.77	==>
PV- 06	EF-002- 000001	I		BANK ONE	2006	02	08/10/2005	\$7,289.16	==>

This screen will show you the next transaction, along with the vendor information.

To see the detail for this transaction, click on the blue arrow ==> under “Show”.

To see the next transaction in the sequence, click on the blue hyperlink under “Next Transaction” (if applicable).

Other Reports

(Available on the left-hand side of the Front Page)

- **Create A Budget**
- **Grants**
- **Projects**
- **Other Reports**
- **Statewide**
- **Table Listing**

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On the left-hand side of the front page, Other Reports are listed. The next screens show examples of these reports.

State of Colorado

Grant Reports

Report:

- Agency Grants (AGNTG)
- * Grant Budget Lines (GBLIG)
- * Grant Budget Status by GBL (GBSBG)
- * Grant Budget Status by GBL with Grant Dates (GBSBDG)
- * Grant Ledger Transactions (GMLEDG)
- * Letter of Credit Expenditures by Date Range (EXPLG)

*See [Report Notes](#) for notes.

Grant:

- BAA - ALL
- BAA - 04CNTY GRNT
- BAA - 05CITY GRNT
- BAA - 05CNTY GRNT
- BAA - BOETTCHER
- CAA - ALL

Report Format:

- HTML
- EXCEL 2000
- EXCEL
- PDF PORTRAIT

Fiscal Year:

- 2006
- 2005
- 2004

Closed Grants:

☐ Exclude

☒ Include

Accounting Period:

- 09 (Mar.)
- 10 (Apr.)

Begin Date:

20060330

End Date:

20060406

NOTE: Not all fields on this launch screen are used for all reports. Please check the [Report Notes](#) link for information on which fields are used with specific reports.

[HOME](#) [Submit Query](#) [HELP](#)

Grant reports are from data on the AGNT and GBLI tables. Some reports are using period end dates. It will be mentioned in the report note. Reports with additional information have an asterisk in front of the report name on the front page. Click on the **Report Notes** link below the box and find the ID for the report to get this information.

Not all fields on this screen are applicable to every grant report. Click on the **Report Notes** link to see what fields are required for your desired report.

Grant Reports

(Available on the left-hand side of the Front Page)

- **Reports are pulled using the AGNT and GBLI tables.**
- **All reports are available Inception-to-Date; some reports are available for Period-end dates (see Report Notes for these reports).**

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Detailed transaction information is available from FY01 to present.

Other Reports - Microsoft Internet Explorer

File Edit View Favorites Tools Help

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State of Colorado

Other Reports

Report ID:

Dept:

Report Format:

Fiscal Year:

Code 1 From: To:

Code 2 From: To:

Code 3

Agency:

Agency/Organization:

Accounting Period:

Begin Date:

End Date:

☐ One Month
☒ As of Period
☐ As of Period by Month
☐ Year-to-Date
☐ Year-to-Date by Month

Done Internet

This page allows you to run customized reports for your agency. If you are not able to get a report you need using standardized reports or the Create A Report screens, e-mail the cofrs.csg mailbox to request a report.

If the report is possible, you will be given a report ID when it is ready and we will tell you the required criteria needed to run the report.

http://fdw.state.co.us - Table Listings - Microsoft Internet Explorer

File Edit View Favorites Tools Help




Table Listings




Table:

- AFSI Table (TABAFSI)
- Agencies (TABAGCY)
- Agency Categories (TABAGCT)
- Agency Classes (TABAGCL)
- Agency Hierarchy (TABAGCYH)
- Appropriation Codes (TABAPP2)
- Appropriation Funding Sources (TABAFSC)
- Balance Sheet Accounts (TABBACC)
- BSOPEN Table Listing (TABBSOPEN)
- CERT Table Listing (TABCERT)
- Expense Budget Inquiry (TABEXPB)
- Functions (TABFUNC)
- Fund Categories (TABFCAT)
- Fund Groups (TABFDGP)
- Fund Hierarchy (TABFUNDH)
- Fund Types (TABFTYP)
- Fund/Agency (TABFAGY)
- Funding Source Codes (TABFSCT)
- Funds (TABFUND)
- Grant Budget Line Inquiry (TABGBLI)
- Long Bill Group Accumulators (TABLBAR)
- Long Bill Groups (TABLBGR)
- Long Bill Hierarchy (TABAPP2H)
- Long Bill Line Items (TABBLR)
- Object Categories (TABOCAT)

Agency:

- 998
- 999
- AA0
- AA1
- AA2
- AA3
- AA4
- AA5
- AA6
- AA7

Dept:

- Ignore
- A - Personnel
- B - Agriculture
- C - Corrections
- D - Education
- E - Governor's Office
- F - Public Health
- G - Higher Education
- H - Transportation
- I - Human Services

Report Format:

- HTML
- EXCEL 2000
- EXCEL
- PDF PORTRAIT

Fiscal Year:

- 2006
- 2005
- 2004
- 2003
- 2002
- 2001

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[Submit Query](#)
[HELP](#)

Using the Table Listings reports, you may pull all data from specific COFRS tables.

If you don't see a table that you would like, please send an e-mail to the COFRS CSG mailbox with the request. If it's possible, we will add the table to the listing.

Resources

Links are available on the left-hand side of the Front Page for the following:

- User Help
- About FDW
- Report Notes (same as the links on the report selection pages)
- State Controller's Office website
- State of Colorado website
- COFRS Documentation on the web
- Document Direct Manual

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The User Help link is useful because it explains the following:

1. **Ledgers, files and tables from COFRS that are currently being imported to the FDW.**
2. **Report naming conventions.**
3. **Report screens.**
4. **Output formats (differences between HTML, Excel 2000, Excel and PDF formats)**
5. **Special reports.**
6. **Helpful hints.**

From the State Controller's Office website, you may pull up the Coded Long Bill and other authoritative guidance.

COFRS Documentation is available through the link on the front page.

Questions?

- For customized report requests, security/access or other questions please e-mail cofrs.csg@state.co.us.

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(No additional notes on this page.)